

GLEN ULLIN SCHOOL DISTRICT NO. 48
SCHOOL BOARD MEETING MINUTES

November 13th, 2024

multi-Purpose Room 7:00 p.m.

1. Call To Order:

President Marie Bittner called the meeting to order at 7:01 pm in the Glen Ullin School Multi-Purpose Room. A roll call was taken of the board members present: Jill Feser, Andrew Jacobson, Travis Thomas, Kim Shafer (via online format), and Landon Hoff. Also present were Principal: Todd Hetler; Business Manager: Kayla Schumacher; and Facility/Transportation Manager: Preston Foss. Guests present were Nancy Bittner, Brandt Dick (via online format), Sue Diegard (via online format), Patrick Martin, Alice Fitterer, Amore Van Rensburg, Mike Heilman, and Stacy Geiger.

2. GUESTS: Dakota Leadership – Mike Heilman and Stacy Geiger were present to discuss some viable pieces for the superintendent search. Superintendent position will be posted on NDSBA and Ed Jobs with the starting Salary between \$100,000- \$115,000.00 The posting will start on 11/14/2024 with the deadline of January 6th, 2025. The finalists will be selected on January 13th 2025, with interviews starting January 22th to February 7th 2025. The new superintendent will be announced on February 17th 2025 and the position will start July 1st 2025.

Patrick Martin – Morton County Emergency Manager was present to discuss any questions they have the active shooter lockdown policy.

Shannon Kuntz with the MTSS Committee brought forth the results of the anonymous survey that was sent out. The survey was completed by grades 3-12, staff and parents. The MTSS team brought some of the biggest takeaways from each surveyed group along with some solutions.

Jill Feser, discussed the monthly tracker. Jill Feser is to be given all the information on the board and committee that have been held and will give a timeline record of the meetings.

3. Continuous Improvement / Student Outcomes/Goals & Guardrails:

A. Discussion and Possible Action of Goals, Guardrails, and Progress measures

Goal 1: The percentage of students in grades 3-8 and 10 who are proficient in math as measured on the North Dakota State Assessment (NDSA) will increase from 55% in May 2024 to 80% in May 2029.

Goal Progress Measure 1: The percentage of students in grades Kindergarten-2nd who score 61% or above on NWEA MAP middle of year assessment in math will increase from 55% in January of 2024 to 75% in January of 2029

Goal Progress Measure 2: The percentage of students in grades 3-5 who score who score 61% or above on NWEA MAP in math will increase from 33% in January of 2024 to 66% by January of 2029.

Goals Progress Measure 3: The percentage of students in grades 6-8 and 10 grade who score who score 61% or above on NWEA MAP in math will increase from 58% in January of 2024 to 80% by January of 2029.

Goal 2: The percentage of students in grades 3-8 and 10 who are proficient in English Language Arts (ELA) as measured by the North Dakota State Assessment (NDSA) will increase from 46% in May 2024 to proficiency to 80% in May 2029.

Goal Progress Measure 1: The percentage of students in grades Kindergarten-2nd who score at 61% or above on NWEA MAP in reading will increase from 65% in January of 2024 to 80% by January of 2029.

Goal in Progress Measure 2: The percentage of students in grades 3-5 who score at 61% or above on NWEA MAP in reading will increase from 29% in January of 2024 to 66% by January of 2029.

Goal Progress Measure 3: The percentage of students in grades 6-8 and 10 who score at 61% or above on NWEA MAP in reading will increase from 41% in January of 2024 to 80% by January of 2029.

Goal 3: The percentage of students who graduated Choice Ready in the last three years will increase from 65% in May 2024 to 80% in May 2029. As of now the board does not have any Goal Progress Measure.

Travis Thomas made a motion, seconded by Jill Feser, to approve 1 & 2 A roll call vote was taken: Jill Feser - yea, Travis Thomas - yea, Kim Shafer - yea, Landon Hoff - yea, Andrew Jacobson – nay. The motion carried.

Superintendent Guardrails:

Guardrail 1: Superintendent shall not operate without effective and professional teachers who are engaged

Guardrail 2: Superintendent shall not operate without an efficient and effective system to engage families and community stakeholders in student learning

Guardrail 3: Superintendent shall not operate without ensuring the district's resources are allocated efficiently based on student need.

Guardrail 4: Superintendent shall not operate without ensuring curriculum materials and lesson plans are aligned to the state standards.

Landon Hoff made a motion, seconded by Andrew Jacobson, to approve the Superintendent Guardrails. A roll call vote was taken: Jill Feser - yea, Andrew Jacobson - yea, Travis Thomas - yea, Kim Shafer - yea, Landon Hoff - yea The motion unanimously carried.

4. Approval of Agenda :

Jill Feser made a motion, seconded by Landon Hoff, to approve the agenda. A roll call vote was taken: Jill Feser - yea, Andrew Jacobson - yea, Travis Thomas - yea, Kim Shafer - yea, Landon Hoff - yea The motion unanimously carried.

5. Consent Agenda:

Jill Feser made a motion, seconded by Travis Thomas, to approve the items on the Consent Agenda. A roll call vote was taken: Jill Feser - yea, Andrew Jacobson - yea, Travis Thomas - yea, Kim Shafer - yea, Landon Hoff - yea. The motion unanimously carried.

Items approved on the consent agenda include:

- A. Approval of the Minutes for October 2024
- B. Approval of the Special Minutes for October 2024
- C. Approval of October 2024 Financial Reports
- D. Approval of the October 2024 Bills
- E. Business Mangers Evaluation
 - Evaluations were done by The board, Mr. Hetler, Mr. Dick and Kayla Schumacher
 - Coordinate Board Meetings: Satisfactory
 - Oversees District Finances: Satisfactory
 - Perform Risk Management Functions: Satisfactory
 - Perform Personnel Management Duties: Satisfactory
 - Oversees District Elections: Satisfactory
 - Perform Other Assigned Duties: Satisfactory
 - Demonstrate Professional Competencies: Needs Improvement and Satisfactory (due to only 6 board members completing evaluations, there is no tie breaker option) so both results are listed on final evaluation
- F. Approve the recommended Candidate to Open Board Position Tony Sifuentes
- G. Approval of Lockdown Policy and Procedures moved to items to discuss.- moved to discussion 6 E. Andrew Jacobson made the motion and Kim Shafer seconded the motion.

- H. Approval of Early Release Day on December 13th for Staff Appreciation Lunch/movie

6. Items for Discussion / Possible Action Agenda

- A. Discussion and Possible Action of Board allowing Staff to donate additional hours to Sick Leave Bank. Kayla Schumacher asked the board to consider changing the number of days the staff can donate, as a few have asked if they can donate more than just 2. The board agreed that you can donate as many as you would like, but will be listed from 1-2, to 1-4.

Jill Feser made a motion, seconded by Andrew Jacobson, to approve the Sick Leave bank to be increased up to 4. A roll call vote was taken: Jill Feser - yea, Andrew Jacobson - yea, Travis Thomas - yea, Kim Shafer - yea, Landon Hoff - yea. The motion unanimously carried.

- B. Approval of North Dakota School Board Association Policy Management was tabled to till December meeting.

- C. Discussion and Possible Action of Business Manager to leave for Ambulance calls.

Travis Thomas made a motion, seconded by Landon Hoff, to approve the Business Manager to be able to take Ambulance Call. A roll call vote was taken: Jill Feser - yea, Andrew Jacobson - yea, Travis Thomas - yea, Kim Shafer - yea, Landon Hoff - yea. The motion unanimously carried.

- D. Discussion and Possible Action on Superintendent Job Description for posting & posting locations (NDSBA & edjobs.com). Some of the changes that were made in the job description. Andrew Jacobson made a motion to approve to add 3 goals and superintendent guardrails, experience changed and to form a committee to update the recommended job descriptions. Travis Thomas seconded the motion. A roll call was taken; Kim Shafer- yea, Travis Thomas- yea, Andrew Jacobson – yea, Landon Hoff – yea, and Jill Feser – yea. Motion carried.

Committee members are going to Travis Thomas, Andrew Jacobson and Marie Bittner.

- E. Approval of Lockdown Policy and procedures. The board had approved having a policy, but the rest is to be done internally with Mr. Helter.

7. Reports (informational only)

- A. Superintendent:
- B. Principal
- C. Business Manager:
- D. Facilities Manger

GENERAL FUND 1	\$ 1,342,984.76
LUNCH FUND 5	\$ (122,399.49)
ACTIVITY FUND 6	\$ 68,480.53

General Fund

Badlands Enviro	3874	6,450.00
Capital City Restaurant	3875	133.06
Cash-Wa	3876	15,328.99
City of Glen Ullin	3877	683.97
Cole Papers Inc	3878	478.60
CR Mechanics	3879	835.23
Demco	3880	135.28
Dept of Public Instruction	3881	431.60
EcoLab	3882	302.75
Elliott and McMahon LLC	3883	1,000.00
Farmers Union Oil	3884	2,475.35
Fitterer, Wayne	3885	362.00
Glen Ullin Auto Parts	3886	651.34
Glen Ullin SuperValu	3887	305.71
Glen Ullin Times	3888	320.07
Guadian Lock	3889	290.00
LakeView Books	3890	296.42
Linde Gas and Equip.	3891	237.84
Marco	3892	1,202.16
Marshall Lumber	3893	735.70
MDU	3894	3,549.98
Menards	3895	259.16
Morton-Sioux SP	3896	5,760.78
Napa Auto Parts of New Salem	3897	2,009.95
NDSBA	3898	487.50
Petty Cash Fund	3899	31.83
Preble Medical	3900	60.00
Rowland, Lisa	3901	13.79
Smart Apple Media	3902	95.74
South East Education Coop	3903	4,000.00
Ward's Science	3904	559.78
WRT	3905	312.67

Activity Fund

Bernatello's Pizza	1716	5,110.00
Bloom'n House	1717	114.00
Braun Distributing	1718	61.36

Cash-Wa Distributing	1719	141.08
Classy Cakes	1720	408.00
Everspring Inn and Suites	1721	198.00
Glen Ullin Public School	1722	133.08
Glen Ullin SuperValu	1723	20.07
Karens Creative Embroidery	1724	34.25
Kottre, Emily	1725	527.90
Kuntz, Shannon	1726	155.86
Kuntz's Butcher Shop	1727	251.40
ND FFA Association	1728	20.00
Petty Cash Fund	1729	343.54
Trinity High School	1730	80.00

8. Adjournment:

Travis Thomas motioned to adjourn the meeting at 9:55 pm, seconded by Jill Feser.
The motion carried.

The next Regular Board Meeting is scheduled for December 11, 2024, at 7:00 pm.

The preceding minutes were approved the 11th day of December 2024.

Marie Bittner, School Board President

Kayla Schumacher, Business Manager